



**BROADCAST ENGINEERING CONSULTANTS INDIA LTD.
(A Govt. of India Undertaking)**

C-56/A 17, Sector-62, Noida-201307

Phone: 4177850, Fax: 0120-4177879 website: www.becil.com

VACANCY NOTICE

Applications are invited from eligible candidates for various posts at Ministry Of Micro, Small and Medium Enterprises. The selected candidates would be engaged on contractual basis by BECIL, a PSU under Ministry of I&B. The details of eligibility criteria, vacancy position and emoluments are as under:-

	Post	Prof fee	Eligibility Criteria	Vacancy
1	Content Writer (English)	35,000	<p>Responsibilities :</p> <p>The incumbent will be responsible for the following duties :</p> <ol style="list-style-type: none">1. Research and writes content for news , feature stories , ghost writing, infographics in English and Hindi for publishing in Newspapers, Magazines which are also posted on the web and social media2. Writes content, engaging text, etc for Advertisement to be issued by the Ministry in English and Hindi.3. Assists in updating material on the latest achievements of the Ministry as and when necessary and curates the content4. Performs other duties as required. <p>Education :</p> <ol style="list-style-type: none">1. B.A (English Hons) or BA (Print Journalism) or degree in relevant field. <p>Languages Known :</p> <ol style="list-style-type: none">1. Fluent in English both writing and typing is necessary.2. Knowledge of Hindi both writing and typing would be desirable. <p>Considerations :</p> <ol style="list-style-type: none">1. The incumbent would be required to work from 12 PM – 8 PM 6 days in a week2. The incumbent should possess his own laptop and related software which would be required in performance of his / her duties. <p>Experience : 2 years</p>	1
2	Graphic Designer	35,000	<p>Responsibilities :</p> <p>The incumbent will be responsible for the following duties :</p> <ol style="list-style-type: none">1. Produces and edits videos.2. Produces and edits images and info graphics.3. Designs Report , Newsletter etc.4. Produces Whiteboard Animations, engaging slideshow, Explainer Promo Video etc5. Stay up to date with technology trends.6. Performs other duties as required.	1

			<p>Education :</p> <ol style="list-style-type: none"> 1. Any degree from a recognized university. 2. The incumbent would be desired to stay up to date with digital technology trends and has knowledge or producing various social communication products <p>Languages Known :</p> <ol style="list-style-type: none"> 1. Knowledge of English typing is necessary 2. Knowledge of Hindi typing would be desirable. <p>Considerations :</p> <ol style="list-style-type: none"> 1. The incumbent would be required to work from 12 PM – 8 PM 6 days in a week 2. The incumbent should possess his/ her own laptop and related software which would be required in performance of his / her duties. <p>Experience : 2 years</p>	
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Application forms may be obtained from **BECIL's Corporate Office: C-56, A/17, Sector-62, Noida-201307** or downloaded from www.becil.com.

The duly filled in application form along with self-attested photocopies of educational/ experience certificates, two passport size photograph, Aadhar Card and **non-refundable registration fee of Rs.300/- (Rupees Three Hundred Only)** by cash or demand draft drawn in favor of **BROADCAST ENGINEERING CONSULTANTS INDIA LIMITED** payable at **New Delhi** may be submitted to Assistant General Manager (HR) in **BECIL's Corporate Office at BECIL Bhawan, C-56/A-17, Sector-62, Noida-201307 (U.P)** and **BECIL's Head Office at 14-B, Ring Road, I.P Estate, New Delhi – 110002, Phone No : 011-23379885**

The SC/ST/PH candidates are exempted from registration fee.

Last date for submission of application forms is February 15, 2018

Sd/-
Mahesh Chand
Assistant General Manager (HR)